

## COMMISSION ON TEACHER CREDENTIALING

1812 9TH STREET  
SACRAMENTO, CA 95814-7000

OFFICE OF THE EXECUTIVE SECRETARY

March 28, 1989

89-8917

TO: All Individuals and Groups Interested in the Activities of the  
Commission on Teacher Credentialing

FROM: *Richard K. Mastain*  
Richard K. Mastain, Executive Secretary

SUBJECT: Approval of Proposed Regulations for Designated Subjects  
Teaching Credentials, Title 5 Sections 80034, 80034.5,  
80035, and 80035.1

The proposed changes to Title 5 Regulations concerning Designated Subjects Teaching Credentials have been approved by the Office of Administrative Law and filed with the Secretary of State. They become effective on April 10, 1989.

The revised regulations include the following changes:

1. They allow several options for satisfying the recency of experience requirement so that persons who have served as vocational teachers, or who have been completing coursework related to their field, during the past three years will be able to qualify for the credential.
2. They define work experience to include full-time and part-time experience which is either paid or not paid so that persons with skills in new and emerging occupations will be able to qualify for the credential.
3. they authorize the holder of a valid *full-time* Designated Subjects Vocational Teaching Credential to substitute in any vocational class for up to 30 days for one teacher during a school year, and authorize the holder of a valid *full-time* Designated Subject Adult Teaching Credential to substitute in an adult education class for up to 30 days for one teacher during a school year, so that employers do not have to rely on holders of elementary or secondary classroom teaching credentials or emergency substitute teaching credentials for that service.

The complete text of the approved Designated Subjects Regulations follows.

**80034. Designated Subjects Credentials and Programs: Definition and Terms.**

- (a) The term "Academic Subjects", as it applies to designated subjects credentials, means those studies that are liberal, classical and/or related to high school graduation requirements, rather than technical or vocational, including, but not limited to the following:
- (1) Adult basic education, as defined in Education Code Section 8511;
  - (2) English and Humanities;
  - (3) Foreign Language;
  - (4) Mathematics;
  - (5) Science;
  - (6) Social Sciences.
- (b) The term "non-academic subjects", as it applies to designated subjects credentials, means those subjects that are technical or vocational, rather than liberal or classical, including, but not limited to the following:
- (1) Arts and Crafts;
  - (2) Business Education;
  - (3) Communications;
  - (4) Foreign Language (conversational);
  - (5) Gerontology;
  - (6) Handicapped;
  - (7) Health and Safety;
  - (8) Health Occupations;
  - (9) Home Economics;
  - (10) Parent Education;
  - (11) Public Administration;
  - (12) Vocational Training.
- (c) "Local Education Agency" (LEA) as it applies to designated subjects credentials, means any of the following categories of agencies which are authorized to develop, submit and implement a Commission-approved program of personalized preparation, as listed in Section 80040.2, in cooperation with a Commission-approved teacher preparation institution:
- (1) A California public school district or consortium of school districts;
  - (2) A California county superintendent of schools office;
  - (3) A California regional occupation program or center;
  - (4) A California State Agency;
  - (5) A Commission-approved teacher preparation institution.
- (d) "Employing School District" (ESD) means a California school district, county superintendent of schools office, or other public education agency, or private school of equivalent status that employs holders of designated subjects credentials to teach vocational, adult or special subjects classes.
- (e) "Two-years or the equivalent, of successful full-time teaching" means:
- (1) teaching a minimum of 360 hours per year for two years within the five-year period of validity of the preliminary designated subjects credential; and
  - (2) the renewal of an employment contract with one ESD for a second year of service. If the applicant is unable to obtain employment within the five-year valid period of the preliminary credential, he/she may submit an application for an appeal for an extension of time.
- (f) "Two years or the equivalent of successful part-time teaching" means:
- (1) teaching a minimum of one course in each of four semesters within the five-year period of validity of the preliminary designated subjects part-time credential; and
  - (2) the renewal of an employment contract or other employment agreement with one ESD for a minimum of three of the four semesters. If the applicant is unable to obtain employment within the five-year valid period of the

preliminary credential, he/she may submit an application for an appeal for an extension of time.

- (g) "Program of Personalized Preparation" means a program submitted by a Local Education Agency (LEA) approved by the Commission on Teacher Credentialing for the purpose of developing pedagogical skills and understandings specific to the needs of designated subjects credential holders.
- (h) "Equivalent to the high school diploma" means:
  - (1) a diploma based on passage of the General Education Development Test; or
  - (2) the foreign equivalent to the high school diploma which is a diploma, certificate, or the title awarded to mark the completion of a program normally requiring twelve years of schooling, or required for admission to an institution of higher education. Examples of such foreign equivalents are listed in the "Placement Recommendation" of the American Association of College Registrars and Admission Officers' "World Education Series", and the U.N.E.S.C.O. "World Survey of Education, IV, Higher Education"; or
  - (3) certification as to the successful passage of the California High School Proficiency Examination, pursuant to Education Code Section 51215.
- (i) "Work experience", as it applies to designated subjects vocational education credentials, means full-time or part-time experience directly related to the subject to be named on the credential. Work experience may be paid or not paid. No more than one year of work experience shall apply toward meeting designated subjects credential requirements during any twelve calendar month period. 1500 clock hours shall be the minimum required for each year of work experience. Part-time work experience may be cumulated to equate to the required 1500 clock hours of work experience.
- (j) "Vocational teaching experience" means experience as a teacher or instructor of the specific subject to be named on the credential in any course that is intended to result in the entry-level employment of the students enrolled in that course. One class hour of vocational teaching experience is equal to one clock hour of work experience.
- (k) "College level related coursework" means postsecondary coursework that is offered by an accredited college or university that directly relates to the subject to be named on the credential. One semester unit of college or university coursework, for the purpose of computing work experience for the designated subjects vocational education credential only, equates to sixty-two and one-half (62 1/2) clock hours.
- (l) "Non-college related coursework" means coursework, workshops, or seminars offered by an agency other than an accredited college or university that provides upgrading or development of skills directly related to the subject to be named on the credential. One class hour of non-college related coursework is equal to one clock hour of work experience.
- (m) "Occupational internship" means a planned occupational experience offered by an educational agency in cooperation with an employer designed to provide the intern with depth, breadth and expertise in the subject to be named on the credential. One class hour of occupational internship experience is equal to one clock hour of work experience.

NOTE: Authority cited: Section 44225, Education Code. Reference: Sections 44252, 44260, 44260.1, 44260.2, 44260.3, 44260.4, and 44260.5, Education Code.

**80034.5. Holder of Designated Subjects Full-time Vocational Education Teaching Credential or Designated Subjects Full-time Adult Education Teaching Credential Serving as a Substitute.**

- (a) The holder of a valid designated subjects full-time vocational education teaching credential may, with his or her consent, serve as a substitute in grades 12 and

below, and in classes organized primarily for adults, in technical, trade or vocational courses, including, but not limited to, agricultural occupations, technical occupations, or trade occupations which shall be part of a vocational education program. However, the holder shall not serve as a substitute for more than 30 days for any one teacher during the school year.

- (b) The holder of a valid designated subjects full-time adult education teaching credential may, with his or her consent, serve as a substitute in courses organized primarily for adults. However, the holder shall not serve as a substitute for more than 30 days for any one teacher during the school year.

Note: Authority cited: Section 44225, Education Code. Reference: Sections 44256(d) and 44349, Education Code.

**80035. Specific Requirements for and Authorization of the Designated Subjects Preliminary and Clear Full Time Vocational Education Teaching Credentials.**

- (a) The minimum requirements for the preliminary vocational education teaching credential shall include all of the following:
- (1) Verification, by ~~previous~~ employers, of five years of ~~full-time paid~~ work experience ~~or its equivalent~~ directly related to each subject to be named on the credential. Forty eight semester units or the quarter unit equivalent of postsecondary vocational training, related to the subject to be named on the credential and verified by official transcript, may be substituted for a maximum of two of the five years of work experience. This substitution may be made on a pro rata basis up to the two year maximum. One year of the required ~~paid~~ work experience shall be within the three years immediately preceding the issuance of the preliminary credential. Except as provided below, teaching shall not be considered as acceptable work experience. For purposes of meeting the requirement of one year of work experience within the three years immediately preceding the issuance of the preliminary credential, any of the following or a combination of the following may be cumulated to total 1500 clock hours:
    - (A) work experience.
    - (B) vocational teaching experience.
    - (C) college level related coursework.
    - (D) non-college related coursework, or
    - (E) an occupational internship.
  - (2) Verification of a high school diploma or the equivalent;
  - (3) Verification of knowledge of the Constitution of the United States, as specified in Education Code Section 44335, by one of the means described in Section 80415;
  - (4) Verification by the Employing School District (ESD) or a Commission-approved Local Education Agency (LEA) that the applicant is aware of the requirements for the clear credential, including the program of personalized preparation;
  - (5) Submission of a completed application form; a recommendation, signed by a Commission-approved LEA or the ESD on a form approved by the Commission; the fee(s) as specified in Section 80487; verification as specified for requirements (a)(1) through (a)(4); and personal identification on duplicate fingerprint cards.
- (b) The minimum requirements for the clear vocational education teaching credential shall include all of the following:
- (1) A valid preliminary full-time vocational education teaching credential;

- (2) Verification by the ESD of two years, or the equivalent, of successful full-time teaching as authorized by the preliminary vocational education teaching credential and as defined in Section 80034(e);
  - (3) Verification by a Commission-approved LEA of completion of nine semester units ~~or~~ 135 clock hours in a Commission-approved program(s) of personalized preparation;
  - (4) Verification of completion of the health unit requirement specified in Section 80421;
  - (5) Submission of a completed application form; a recommendation signed by a Commission-approved LEA and/or the ESD on a form approved by the Commission; the fee(s) as specified in Section 80487; and verifications as specified for requirements (b)(2), (b)(3) and (b)(4).
- (c) Authorization. The preliminary or clear vocational teaching credential authorizes the holder to teach in the subject or trade named on the credential in grades 12 and below, and in classes organized primarily for adults, in technical, trade or vocational courses, including, but not limited to, agricultural occupations, business and office occupations, health occupations, home economics-related occupations, marketing and distributive occupations, technical occupations, or trade occupations which shall be part of a vocational education program.
- (d) Period of Validity. The period of validity of the preliminary and clear vocational education teaching credentials shall be as follows:
- (1) A preliminary vocational education teaching credential issued on the basis of the applicant's satisfaction of all requirements excepting (a)(3) shall be valid for one year. The one-year preliminary vocational education teaching credential shall be extended to the full five-year preliminary period upon verification of satisfaction of requirements (a)(3) and submission of a completed application form and the fee(s), as specified in Section 80487;
  - (2) A preliminary vocational education teaching credential issued on the basis of the applicant's satisfaction of all requirements specified in subsection (a) shall be valid for five years;
  - (3) A clear vocational education teaching credential issued on the basis of the applicant's satisfaction of all requirements specified in subsection (b) shall be valid for five years, ~~and is renewable on the basis of an application and the payment of a fee.~~
- (e) Renewal Requirements. A clear vocational education teaching credential is renewable on the basis of submission of an application and the payment of a fee as specified in Section 80487.

NOTE: Authority cited: Section 44225, Education Code. Reference: Sections 44252, 44253, 44256(d), 44260, 44260.1, 44261 and 44335, Education Code.

**80035.1. Specific Requirements for and Authorization of the Designated Subjects Preliminary and Clear Part-Time Vocational Education Teaching Credential.**

- (a) The minimum requirements for the preliminary part-time vocational education teaching credential shall include all of the following:
- (1) Verification, by previous employers, of five years of ~~paid~~ work experience, ~~or its equivalent~~ directly related to the each subject to be named on the credential. Forty eight semester units or the quarter unit equivalent of postsecondary vocational training, related to the subject to be named on the credential and verified by official transcript, may be substituted for a maximum of two of the five years of work experience. This substitution may be made on a pro rata basis up to the two year maximum. One year of the required ~~paid~~ work experience shall be within the three years immediately preceding the issuance of the preliminary credential. Except as provided below, teaching shall not be considered as acceptable work experience.

For purposes of meeting the requirement of one year of work experience within the three years immediately preceding the issuance of the preliminary credential, any of the following or a combination of the following experience to total 1500 clock hours may be accepted:

- (A) work experience.
  - (B) vocational teaching experience.
  - (C) college level related coursework.
  - (D) non-college related coursework, or
  - (E) an occupational internship.
- (2) Verification of a high school diploma or the equivalent;
  - (3) Verification by the Employing School District (ESD) or a Commission-approved Local Education Agency (LEA) that the applicant is aware of the requirements for the clear credential, including the program of personalized preparation;
  - (4) Submission of a completed application form; a recommendation signed by a Commission-approved LEA or the ESD on a form approved by the Commission; the fee as specified in Section 80487; verification as specified for requirements (a)(1) through (a)(3); and personal identification on duplicate fingerprint cards.
- (b) The minimum requirements for the clear part-time vocational education teaching credential shall include all of the following:
- (1) A valid preliminary ~~part-time~~ vocational education teaching credential;
  - (2) Verification by the ESD of two years, or the equivalent, of successful part-time or full-time teaching as authorized by the preliminary part-time vocational education teaching credential;
  - (3) Verification by a Commission-approved LEA of completion of four semester units, or sixty clock hours, in a Commission-approved program(s) of personalized preparation;
  - (4) Submission of a completed application form; a recommendation signed by a Commission-approved LEA and/or the ESD on a form approved by the Commission; the fee as specified in Section 80487; and verification of requirements as specified ~~for requirements in~~ (b)(2) and (b)(3).
- (c) Authorization. The preliminary or clear part-time vocational teaching credential authorizes the holder to teach not more than half-time, as established by the employing school district, in the subject or trade named on the credential, in grades 12 and below, and in classes organized primarily for adults, in technical, trade or vocational courses, including, but not limited to, agricultural occupations, business and office occupations, health occupations, home economics-related occupations, marketing and distributive occupations, technical occupations, or trade occupations which shall be part of a vocational education program.
- (d) Period of Validity. The period of validity of the preliminary and clear part-time vocational education teaching credential shall be as follows:
- (1) A preliminary part-time vocational education teaching credential issued on the basis of the applicant's satisfaction of all requirements specified in subsection (a) shall be valid for five years;
  - (2) A clear vocational education teaching credential issued on the basis of the applicant's satisfaction of all requirements specified in subsection (b) shall be valid for five years and is renewable on the basis of an application and payment of a fee.

NOTE: Authority cited: Section 44225, Education Code. Reference: Sections 44252, 44253, 44260, 44260.1 and 44260.5, Education Code.